

ATTENTION

CHIROPRACTOR CONTINUING EDUCATION ("CE") SPONSORS

NEW STREAMLINED PROCEDURE

Effective immediately, the Hawaii Board of Chiropractic Examiners ("Hawaii Board") is implementing new procedures that are intended to streamline the application process for ***CE courses that the Hawaii Board previously reviewed and approved.***

Essentially, for those courses that ***the Hawaii Board has already reviewed and approved,*** CE sponsors will be required to submit the following:

- A re-registration application form for each course for which approval is being sought; and
- The \$25.00 non-refundable application fee.

Under this streamlined procedure, CE sponsors will not be required to re-submit course materials, curriculum vitae of lecturer(s) and copy of certificate of attendance, provided that there are no substantive changes to the course or lecturer(s). If the lecturer(s) have changed, CE sponsors would utilize the streamlined procedure AND submit the curriculum vitae of the any new lecturer(s).

This streamlined procedure DOES NOT apply to courses that the Hawaii Board has not previously reviewed and approved. In such cases, use the form entitled "PROGRAM SPONSOR AGREEMENT FOR CONTINUING EDUCATION".

Visit us on-line for further information and to view and download the application forms:

http://www.hawaii.gov/dcca/pvl/areas_chiropractor.html